



**ANIMAL ADVISORY COMMISSION
MINUTES**

**DONATIONS SUBCOMMITTEE MEETING
DECEMBER 8, 2009**

The Animal Advisory Commission Donations Subcommittee convened on Tuesday, December 8, 2009 at the Waller Creek Center - 625 E. 10th St., Rm. 104 in Austin, Texas.

Board Members in Attendance: Larry Tucker, Robert Graham and Lisa McClain.

Board Members Absent: None

Staff in Attendance: Dorinda Pulliam, Melanie Miller and Linda Terry

Call to Order: 6:55 pm

1. CITIZEN'S COMMUNICATION: GENERAL

None

2. APPROVAL OF MINUTES:

None

3. OLD BUSINESS

None

4. NEW BUSINESS

- a. Develop proposal for the Animal Advisory Commission recommendations for a process related to the allocation of the Donation Fund for the City of Austin Fiscal Year 2011, including but not limited to:

- The publication and content of reports reflecting donations and expenditures.
- Larry Tucker moved to recommend to the full Animal Advisory Commission to implement the following reports:
 - Draft spending plan for the fiscal year (annual in August).
 - Final spending plan (annual in October).
 - Donation Balances (monthly)
 - Balance Sheet Accounts (monthly)
 - Expenditure Report (monthly)
 - Graph FY to FY

Lisa McClain moved for Friendly Amendment to insert after "full Animal Advisory Commission" for recommendation to the City Council. Friendly Amendment

accepted by Larry Tucker. Lisa McClain seconded motion. Motion Carried: 3 in Favor, 0 Opposed, 0 Abstained. Motion passed.

- Regular forum and other processes to solicit public participation for the uses of Donation Funds, which results in a formal annual recommendation to Council and staff. This may include a proposed process for community groups to apply to use donated funds.

- **Citizen's Communication:**

- Marnie Reeder – Donation Fund
- Julia Dworschack – Donation Fund:

- Robert Graham moved that the AAC Donation Subcommittee recommend to the full Animal Advisory Commission (AAC) that they recommend to City Council the following input processes:

- Unmet needs gathered by Staff will be reported to the AAC
- Electronic method of submitting ideas will be provided and reported to the AAC
- The AAC will provide opportunities for presentation of unmet needs, ideas and suggestions. These suggestions will need to be submitted to the AAC in writing.
- Ideas and suggestions may be made at any AAC meeting during citizen's communication.

Larry Tucker second the motion. Motion Carried: 3 in Favor, 0 opposed, 0 Abstained. Motion passed.

- Larry Tucker moved that the Animal Advisory Commission Donation Fund Subcommittee to recommend to the full Animal Advisory Commission (AAC) to recommend to City Council the following timeline:

- Staff present a Draft donation fund expenditure plan to the AAC in May.
- The AAC will hear presentations in May and June with the accompanying written submissions.
- The AAC will discuss a draft expenditure plan in July.
- The AAC will recommend a draft expenditure plan in August
- Staff will provide the final expenditure plan for the upcoming fiscal year to the AAC at the October AAC meeting.

Robert Graham second. Motion Carried: 3 in Favor, 0 opposed, 0 Abstained. Motion passed.

5. PUBLIC HEARINGS

None

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS

- Larry Tucker moved that the Donation Fund Subcommittee meet 15 minutes prior to the regular Animal Advisory Commission (AAC) meeting on Wednesday, December 16, 2009 at the Austin Energy Building. Robert Graham second. Motion Carried: 3 in Favor, 0 Opposed, 0 Abstained. Motion passed.

8. ADJOURNMENT

Meeting adjourned at 8:30 pm.